

## INTENT TO AWARD SOLE SOURCE CONTRACT

<b>Title</b>	Continuation of Software Consulting and Maintenance Services
<b>Notice Date</b>	February 9, 2017
<b>Response Due Date</b>	February 20, 2017
<b>Reference Number</b>	10314
<b>Contract Description</b>	The University of the District of Columbia's minimum need is for the continuation of use of CollegeNET's Series 25 Space Planning Software which provides University-wide online scheduling services that includes a complete set of advanced tools for optimizing event scheduling, classroom space and resource management, web calendar publishing, inventory management, planning, analytics, reporting, and online ticket sales for the Office of the Vice President for Real Estate & Facilities Management. The specific services required are software consulting maintenance, academic cycle consulting, web publishing consulting, and integration with the University's Banner Student Information System.
<b>Vendor Name</b>	College NET Inc.
<b>Point of Contact</b>	James Jenkins 202-274-5624 <a href="mailto:james.jenkins@udc.edu">james.jenkins@udc.edu</a>

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PURCHASE**

**Agency:** University of the District of Columbia  
**Requisition No.:** R0010314  
**Caption:** Continuation of Software Consulting and Maintenance Services  
**Contractor:** College NET Inc.

**FINDINGS**

**1. Authorization:**

Title 8B DCMR §3019

**2. Minimum Need:**

The University of the District of Columbia's minimum need is for the continuation of use of CollegeNET's Series 25 Space Planning Software which will provide University-wide online scheduling services that includes a complete set of advanced tools for optimizing event scheduling, classroom space and resource management, web calendar publishing, inventory management, planning, analytics, reporting, and online ticket sales for the Office of the Vice President for Real Estate & Facilities Management. The specific services required are software consulting maintenance, academic cycle consulting, web publishing consulting, and integration with the University's Banner Student Information System.

**3. Estimated Reasonable Cost:**

The estimated reasonable cost is \$42,000.00.

**4. Facts Which Justify A Sole Source Purchase:**

- A. The services to be provided are a continuation of those initiated through a sole source award.
- B. Pursuant to DC Code 2-354.04(a) and Title 8 DCMR Chapter 30, §3019, a contract may be awarded through noncompetitive negotiations when there is only one source for the required good or service.
- C. CollegeNET is the owner and sole provider of the system required. All other parties would have to purchase the system from CollegeNET. Therefore competition is impracticable.

D. It is in the best interest of the University to satisfy its requirement through an acquisition directly from CollegeNET who will allow the University to continue as an authorized buyer of its product and enable the University to purchase at a lower cost.

5. **Certification by the Contract Specialist:**

I hereby certify that the above findings are correct and complete.


2/8/17  
Date

  
James Jenkins  
Contract Specialist

**DETERMINATION**

Based on the above findings and in accordance with DC Official Code §2-354.04(a); Title 8B DCMR Chapter 30 §§§§ 3019, 3019.1, 3019.4, and 3019.5, I hereby determine that the above requirement, described herein, may be purchased using the sole source method of procurement and that award the requirement to CollegeNET Inc. is in the best interest of the University of the District of Columbia.

2/8/17  
Date

  
Eddie Whitaker, Contracting Officer  
Manager of Capital Procurement Division